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| **MARSHFIELD COMMUNITY COUNCIL**Minutes of the Monthly Council meeting held on 9th May 2017 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 8:10 p.m. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Present: Mr Mathew Taylor (Chairman) Mrs Linda Southworth-Stevens Mr Stephen Davies  Mrs Susan Davies Mrs Catherine Grady Mr Lisa Clark Mr Mike Rigby Mrs Carol-Anne Heaven Apologies: Mr Geoff Stockham (holiday), Newport City Councillors Tom Suller & Richard White (meeting).In attendance: 2 members of public, G C Thomas (Clerk)The minutes of the Council Meeting held on 11th April 2017 were agreed to be a true record and signed by the Chairman.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­\_**1. DECLARATION OF INTERESTS**No interests were declared.**2. PUBLIC PARTICIPATION**a) A member of public described an incident of anti-social behaviour which had resulted in the police being telephoned on 101 but they did not attend. An ambulance was later called to the same location to attend to an intoxicated youth.b) A member of public gave the opinion that Marshfield should be included in the list of new railway stations being created.***Councillor Taylor proposed that the Community Engagement Working Party could look at this issue and obtain the views of residents about transport issues in Marshfield with specific relation to railway services***. ***The Council resolved to agree to this proposal.***c) A member of public pointed out the problems being encountered due to the poor state of the fence erected in Pentwyn Terrace, at the bottom of the estate opposite The Hollies/Wellfield Road.***The Council agreed to write to Newport City Homes to ask for a more permanent fixture to be built.***d) A member of public complained about tipping from a trailer. Councillor Taylor agreed to speak to Mark Redwood.**3. POLICE MATTERS**a) Members referred to the latest monthly ward report from Gwent Police and noted that there had been a slight increase in anti-social behaviour and traffic incidents but that the number of burglaries was down. Councillor Grady asked if details of road traffic accidents could be included in the police report.***The Council resolved to ask Gwent Police if this information could be included in future.***b) Councillor Taylor referred to the issues arising from road safety on the A48. This is ongoing and will be discussed when further responses are received from the public.***The Council resolved to add this matter to the agenda for the June Council meeting and to invite Newport CC Councillors White and Suller, Gwent Police and Newport CC Streetscene to attend.*****4. X16 BUS SERVICE – UPDATE*** Councillor Taylor told the meeting that the Council’s campaigning had managed to secure an extension to the service before a final decision is made.
* A coffee morning meeting has been arranged on 12th May for residents to give their opinions on public transport the with Jayne Bryant AM and other representatives due to attend.
* New City Councillors, following elections, had been contacted to maintain communication on the issue.

**5. LEISURE FACILITIES WORKING PARTY REPORT**Councillor Taylor gave an update:* The multi-use games area is in place and operating.
* Two Trimline litter bins have been installed at the muga site and two more will be added.
* 6 benches and 6 large litter bins are on order and will be installed around the perimeter of the field when delivered.
* A snagging list exists on the muga construction and the Working Party has recommended part payment of the HAGS-SMP invoice until the outstanding issues are resolved.

**6. PLANNING MATTERS**.**a) The Council confirmed that it has no comments to make on the following planning applications:****MCC 839 – Conex 17/0243**PROPOSAL: PROPOSED TWO STOREY EXTENSION TO SIDE ELEVATION AND SINGLE STOREY EXTENSION TO REAR SITE: THE RETREAT, TYLA LANE, OLD ST MELLONS, CARDIFF, CF3 6XG**MCC 840 – Conex 17/0266**PROPOSAL: SINGLE STOREY SIDE EXTENSION SITE: Oakdale, WELLFIELD ROAD, MARSHFIELD, CARDIFF, CF3 2**b) The Council agreed observations to be sent to Newport City Council for the following planning applications:****MCC 841 – Conex 17/0258**PROPOSAL: PROPOSED GARAGE CONVERSION AND EXTENSION TO FORM LOUNGE AND UTILITY SITE: 6, WENTLOOG RISE, CASTLETON, CARDIFF, CF3 2SDThe Council has no objection to the conversion. However, it has some concerns regarding the loss of an available parking space. This is a small close, at the time of viewing the entrance to the close appeared to be congested with vehicles parked on the pavements which could cause difficulty for emergency and large vehicle access.**MCC 842 - Conex 17/0275**PROPOSAL: SINGLE STOREY EXTENSION TO SIDE AND CONVERSION OF GARAGE TO SUMMER HOUSE.SITE**:**  LOWER PENTWYN HOUSE, 133 MARSHFIELD ROAD, CARDIFF CF3 2TU* **Single Storey Extension to Side** - The Community Council notes that the extension extends into the widest part of the drive towards the drive access onto the busy Marshfield Road. The drive appears essentially to be a single car width from the garage to the end of the house, and the additional planning notes state that there is room for eight cars. The Council feels that it is unlikely that shuffling eight cars on a single width drive back and fore onto a busy road would be both dangerous and impractical. Consequently, the Council feels that the practical useable number of car parking spaces would be much less.
* **Conversion of garage into Summer House –** the garage cannot be seen from the road, however, the Community Council feels that the proposed design of the conversion does not seem to be in keeping with a “Summer House” and appears to be more in keeping with an additional residential dwelling. The Council notes that there is very little detail to the internal layout, but feels that it can easily be turned into residential accommodation that would have Council Tax implications. There would also be poor emergency vehicle access to this building as all the parked cars on the drive would need to be moved to be able to reach the building.

**MCC 843 – Conex 17/0353**PROPOSAL: RETENTION OF GARAGE INTO PLAYROOM SITE: 22, MALLARDS REACH, MARSHFIELD, CARDIFF, CF3 2PR*The Community Council does not wish to make any comments.***MCC 844 – Conex 17/0238**PROPOSAL: FIRST FLOOR SIDE EXTENSION SITE: 2, VICARAGE GARDENS, MARSHFIELD, CARDIFF, CF3 2PS*The Community Council does not wish to make any comments.***c) Other Planning Matters**Councillor Rigby asked about a structure in Mallards Reach which, although described as a summer house, was thought to be used as a business premises. Councillor Southworth-Stevens agreed to contact Newport CC to enquire about the status of the development.**7. CARDIFF CONSERVATION VOLUNTEERS**The Council heard two suggestions received via Facebook. One to cut back overgrowth narrowing a part of Pentwyn Terrace. The other to maintain the footpath between Church Lane and Marshfield Road, plus the church yard grounds.***The Council agreed to book CCV for one day at a cost of £140 and asked Councillor Southworth-Stevens to make the booking. Any further ideas for work tasks to be sent to Councillor Southworth-Stevens for the final decision at the next Council meeting*****MATTERS ARISING FROM THE LAST COUNCIL MEETING**8. Speeding A48 Castleton (Min 198)The Council wished to ask City Councillors to obtain accident statistics for the A48 and to agenda the matter for the next meeting.Councillor Grady asked that the Council writes to Cardiff City Council and Newport City Council for accident statistics for the A48 around Castleton. Also, to notify Cardiff CC that both the ‘No Right Turn’ sign on A48 into St Mellons Hotel and the ‘22 Casualties ‘sign on the A48 from St Mellons to Castleton are obscured by overgrowth. Furthermore, the grass at the junction of Marshfield Road and A48 is obscuring visibility for motorists and needs cutting back.9. Drainage Ditches and St Mellons Road Gate (Min 200c)Natural Resources Wales replied to the Council’s enquiry stating that this would not be an IDD maintained watercourse nor an NRW main river. It would fall under riparian ownership.***Councillor Taylor proposed that the Council considers asking Mark Redwood to hire a machine to carry out clearing work.*** ***The Council agreed to add this matter to the agenda for the June Council meeting.***10. St Mellons Road – Damaged Verge and Barriers (Min 203)The Clerk reported that the exact locations had been forwarded to Cardiff and Newport City Councils resulting in further correspondence. Councillor Taylor described how he had highlighted the problem on the Council’s Twitter page with photographs which appeared to have encouraged action to remedy the problem.11) Donation Towards the Maintenance and Upkeep of Castleton Baptist Church Graveyard (Min 207c)The Treasurer of Castleton Baptist Church wrote to thank the Council for its donation.12. Donation Towards Bee Keeping (Min 207e)Councillor Taylor updated the Council on the progress in setting up a bee hive on the allotment site.13. Tree Maintenance at Village Hall Grounds and Allotment Site (Min 208)Councillor Rigby had seen trees being cut back at the edge of the village hall playing fields, but it was assumed this was nothing to do with the planned work.**14. FINANCILAL MATTERS**a) Budget Report for Year Ending 31st March 2017The Clerk had earlier circulated the final figures for the 2016/17 budget and the report was noted by Members.b) Insurance PolicyThe policy is due for renewal from 1st June 2017 and a renewal premium of £1368.74 had been advised by Zurich Insurance, although the Council is in a long-term agreement with Zurich until 2019. Some further assets had been identified to add to the renewal schedule. ***The Council agreed to pay the premium requested and to ask the Finance & General Purposes Committee to review the cover and confirm the new requirements to Zurich Insurance.***c) Request for a Donation Towards Community EventsThe Events Team of the Marshfield Village Hall Management Committee wrote outlining forthcoming circus/fete and fireworks events and asked for financial assistance from the Council. £1000 towards the cost of staging the circus/fete and £2000 for the fireworks evening.Members discussed the requests and heard how any revenue raised is returned to the Village Hall funds but there was concern about the distribution of profit for the circus as this event is being jointly organised with Marshfield Primary School PFA.***Councillor Heaven proposed that £3000, the whole of the budget for community events for 207/18, should be donated to the Events Team.******The Council resolved to agree to this proposal but wished to add that there is no guarantee for funding in future years, and asked for a meeting with the Village Hall Management Committee about finance.***d) Request for a Donation Towards a Community Litter PickThe Council received a request from Caroline Antoniou, for Magpies, for the Community Council to pay £40 for Keep Wales Tidy insurance to cover volunteers participating in community litter picks from June 2017.***Councillor Grady proposed that the Council makes this payment and to offer Magpies the opportunity to claim up to £50 reimbursement for refreshments provided to volunteers. The Council resolved to agree to this proposal.***e) Play Areas Annual Safety Check***The Council agreed to appoint RoSPA, Playsafety to carry out the annual safety inspection on the two play areas at the front of the Village Hall.***f) RainbowsKath McSorley emailed on behalf of Marshfield Rainbows who are planning a trip to Folly Farm to celebrate the Rainbows 30th Birthday in June. The group consists of about 50 girls mostly from the Marshfield school catchment area. They asked if the Council could contribute to the cost of the coach estimated to be over £400***Councillor Susan Davies proposed the Council donates £100 towards this trip. The Council unanimously resolved to agree to this proposal.***g) Bank Signatories***The Council agreed to remove Mr Joel Williams from the list of signatories for the Council’s accounts in Barclays bank and NatWest bank and to add Councillor Mike Rigby as a signatory for NatWest and Councillor Mathew Taylor as a signatory for Barclays bank.***h) Cheques101653 HAGS-SMP – Multi-use games area (Min 5) 78764.52 101659 G Thomas – Salary April (net) 446.63101660 G Thomas – Internet connection April 18.00101661 K Richards-Moore – Internal audit fee 110.00101662 HMRC – PAYE April 111.80101663 G Blythe – Reimbursement – Screwfix hose pipe 22.98101664 Zurich Municipal Insurance – Council’s insurance policy (Min 14b) 1368.74 101665 VHMC Events Team – Donation (Min 14c) 3000.00101666 Keep Wales Tidy – Magpies litter pick insurance (Min 14d) 40.00101667 Girl Guides Cymru – 1st Castleton Rainbows Donation (Min 14f) 100.00 101668 Cancelled**15. TREE MAINTENANCE**Councillor Taylor explained the details of a report by Treecare Consulting recommending maintenance to several trees in Marshfield Village Hall grounds and details of consultations with Newport City Council regarding one tree in Marshfield allotment site. Quotations had been received from three contractors recommended by Newport CC Tree Officer to carry out the recommended work. ***The Council considered the details of the three quotes and agreed to appoint Edmonds Tree Services, Cwmbran to carry out the work at a cost of £1140. This excluded work to tree T2 at the Village Hall grounds due to the proximity of power lines. The Council agreed to contact Western Power for advice on tree T2.*****16. CORRESPONDENCE**The Council received emails from residents of Castleton and Marshfield concerning road safety on the A48 Castleton and Marshfield Road/A48 junction with suggestions for measures which would improve matters.*(Councillor Stephen Davies left the meeting)***17. COMMUNICATION**The Council agreed to publicise the following matters in the Marshfield Mail, Facebook and the Council’s website:* Co-option of Cllr Carol-Anne Heaven
* Speed Watch.

**18. ANY OTHER BUSINESS**a) Village Hall Electric SocketsCouncillor Heaven recommended that safety plugs should be fitted to sockets accessible by toddlers using the Village Hall.b) Solar Farm Gwent LevelsCouncillor Grady passed on concerns expressed by Councillor Stockham. The Council agreed to add the matter to the agenda for the June Council meeting.c) Joel WilliamsCouncillor Grady proposed that the Council sends congratulations to Joel Williams following his election to Cardiff City Council representing Pontprennau & Old St Mellons.The Council resolved to agree to this proposal and to thank Councillor Williams for his contribution during his time as a Councillor for Marshfield Community Council.d) Green Cone Scheme Councillor Southworth-Stevens asked if the green cone scheme at Marshfield Primary School was successful improving parking problems. Councillor Clark said there had been some benefits but some cars were parking between the cones.**Meeting closed 23:36** | **Action**SD/LC/C-AHGTMTGTGTLS-SLS-SAllGTGTMT/GS/MR/L-SSGTGTGT MT/MRGT/MTGT |